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10 OCT 1966

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT: Designation of Critical Key Employees for
Official Home-to-Work Transportation
During Snow Emergencies**

1. This memorandum is for Deputy Director for Support action; such action is contained in paragraph 3.
2. The attached memoranda addressed to the Executive Director-Comptroller and the Deputy Directors for Intelligence, Plans, and Science and Technology request that each designate, by name and home address, the critical key officials and employees who should be furnished home-to-work transportation during snow emergencies such as the one experienced from 29 January to 2 February 1966. It is suggested that the list be highly restrictive and contain only the names of officials and employees who cannot get to work using private or public transportation and whose absence would have a critical effect on emergency Agency work.
3. It is recommended that:
 - a. You sign the attached memoranda.
 - b. You designate the few critical key officials in your Directorate who meet the criteria as outlined above.

Signed:

for
George E. Meloon
Director of Logistics

Atts

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